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Creating the Appraisal Order

Note: Ancillary appraisal reports for NON-SUBJECT properties will NOT be ordered from our Appraisal Ordering system. For reports for departing properties or other non-subject properties, the reports may be ordered from any AMC.

STEP 1

Within the loan, go to **Order Appraisal** from the sidebar menu.

DUAL AUS	
LOAN ACTIONS	
Order Credit	
Order DU	
Order LPA	
Submit Loan	
Re-Submit Loan	
Withdraw Loan	
Online Loan Submission	
Order Appreisel	
Doc Order	
Lock Extension Request	
Generate Disclosures	

STEP 2

This will bring up the Reggora Interface. Confirm the **Property Address** and **Borrowers Information**, then click **Create Order.**

≡	Reggora Lender Nations D	irect Mortgage			¢	요 tbartek@myndm.com
	Loans / Loan #					
∷≡	# 1234 Tes	st St, CA 95355 🗸				Create Order
٢						
	Contraction of the second seco	Create New Contact				
	oan Details					
	🗅 Loan Details 🗸		≔ Important Dates			
	Loan Purpose:	Purchase	P&S Commitment Date:			
	Priority:	Normal	Date Created:	11/21/2023		
	Borrower Payment Option:	Send Payment Link to Borrower Before Ordering				
	Loan Type:	Conventional				
	Estimated Value:	\$120000.00				
	Subject Property Number Units:	1				
	Occupancy (P/S/I):	PrimaryResidence				
	Processor:					
	Loan Officer:					



Select a Product from the dropdown by clicking on the arrow button. This will expand the menu to select the type of appraisal you need.

lotal Fee \$0	Product & Fees A Appraiser Selection R Broadcast Settings	
	Select a Product:	Borrower Payment Option:
lue Date	pelect	© Send Payment Link to Borrower Before Ordering
03/19/2024	Liniform Residential Appraisal (1004)	Broker Payment Internal Payment
ob Allocation Mode	Uniform Residential Appraisal (1004, 1007 and 215)	
Automatic @	Uniform Residential Appraisal (1004 and 1007)	
172 225 2	Liniform Residential Appraisal (1004 and 216)	
ndividually 72		
	Toua Hybrid	
riority		
Normal @		

If you need to request a rush, select **"Rush"** under Priority. The **Rush Fee will automatically appear** under the Additional Fees section. Then click on **Create**.

Total Fee	E Product & Fees	Appraiser Selection	R Broadcast Settings	6
\$700	Select a Product:			Borrower Payment Option:
Due Date 11/25/2023	Uniform Residential A	Appraisal (1004) 👻	\$ 600	 Send Payment Link to Borrower Before Ordering Broker Payment
Iob Allocation Mode	Add Another Product Additional Fees:			Note: Broker accepts full responsibility for the payment.
Order Request Method	\$ 100.00	Rush Fee	0	
Priority Rush C ONormal	Add Another Fee			



- a. The **fee amount will be entered automatically** based on the Universal Fee Schedule.
- b. If you need another product, such as a final inspection; it can be added by clicking "Add Another Product".
- c. There are 3 Borrower Payment Options Available:
 - 1. Send Payment Link to Borrower Before Ordering this payment option will send a link to the borrower for them to enter their payment information in. Once complete, the order process will continue. *Please note that the borrower must have signed their Intent to Proceed prior to paying for the appraisal.*
 - 2. **Broker Payment** this option is available if the Broker is paying for the appraisal. If this option is chosen, the payment must come from the broker, not the borrower.
 - 3. Internal Payment* this option is available if the Broker is paying for the appraisal with the borrower's credit card. *Please note that the borrower must have signed their Intent to Proceed prior to paying for the appraisal.*

*The order will not be processed until payment has been made. IMPORTANT: If choosing Broker Payment, you cannot use the Borrower's Credit Card Information. If using the Borrower's Credit Card, choose <u>Internal Payment</u>

Edit Order			*
Total Fee \$1140	Product & Fees Appraiser Selection A Broadcast Settings		
Due Date	Select a Product:	Borrower Payment Option:	
03/03/2024	Uniform Residential Appraisal (1004) a \$ 765	Send Payment Link to Borrower Before Ordering Broker Payment	
1	1004D Final and Appraisal Update 👻 💲 375	Internal Payment	
Job Allocation Mode Automatic 😰	b Add Another Product	Note: Broker accepts full responsibility for the payment.	
Order Request Method Individually	+ Add Additional Fees		
Priority Normal @			
		Car	icel Save

Next Steps:

- Complete Payment using one of the Payment Options listed
- Add <u>Contact Person</u> for entry to the property
- If there are any special requirements for entry to the property such as a gate code, etc., use the <u>Comments</u> section to enter that information
- If the loan is a *Purchase Transaction*, the purchase contract must be uploaded within the eVault. See instructions within the <u>eVault Documents</u> section of this job aid



Payment Options

Send Payment Link to Borrower

The following steps are listed within the <u>Appraisal Order Job Aid for Borrowers</u>.

STEP 1

- The borrower will receive an email from delivery@reggora.com
- The subject line of this email will be "Nations Direct Mortgage Appraisal Fee Payment Request"
- The borrower's name and property address will be listed in the body of the email
- Click Continue
- The borrower will receive a pop up welcoming them, they will click **Continue** again

	rect Mortgag	e Appraisal Fee	e Payment F	Request				
ND Natio	ons Direct Mortg	age <delivery@reg< th=""><th></th><th></th><th>eply (5) F</th><th>Reply All</th><th>→ Forward Tue 1/2</th><th>3/2024 12:17 PI</th></delivery@reg<>			eply (5) F	Reply All	→ Forward Tue 1/2	3/2024 12:17 PI
Follow up. Star If there are pro	rt by Tuesday, January oblems with how this n	23, 2024. Due by Tuesda lessage is displayed, click	y, January 23, 2024. here to view it in a v	web browser.				
		*		S DIRECT G A G E				
	Nations Dii your Appra	Hi ect Mortgage iisal Fee at	Your Name 	will be listed h /OU to comp operty address	ere olete you will be listed	r payme	ent for	
		_						
		Please clie	ck the link b	pelow to co	ntinue.			
	_	Please clie	ck the link t contil Thank '	pelow to col NUE You.	ntinue.			
Welcome	-	Please clia	ck the link t contil Thank ' Payme	Delow to co NUE You.	ntinue.		s Do	me
• Welcome	-	Please clia	Contri Contri Thank	Delow to con NUE You.	ntinue.		(i) Do	one
Welcome	-	Please clio	ck the link t CONTIL Thank ' Payme Hi Tes	below to con NUE You. Int t Borrow	ntinue. er Pay		(i) De	one
1 Welcome		Please clin	Ck the link to CONTI Thank ' (2) Payme (2) Payme Hi Tes	below to con NUE You. Int t Borrow	ntinue. er Pay	your Appraisa	(3) Dr al Fee.	one
Welcome	-	Please clic	ck the link t CONTIL Thank ' Payme Hi Tes Mortgage would like	Delow to con NUE You. Int t Borrow Let's get started	ntinue. er Pay	your Appraisa	al Fee.	one



For Brokers

STEP 2

- They will land on a page that looks like this. At the top, it will list the amount due for the appraisal
- Once the information is entered, they will click on Submit Payment
- If successful, they will receive a Success notification

Cardholder First Nar	me C	ardholder La	ist Name	Cardh	older Email
Card Number 1234 1234 1234 1234	E	xpiration Dat	e	CVC cvc	
Billing Street 123 Main St.	Billing Ci Boston	ty.	Billing State		Billing Zip 12345
		Submit	Payment		
	_	Submit	Payment		 Your payment has been processe

STEP 3

- They will receive a receipt from Reggora, Inc. via email
- Confirmation of the amount paid and a summary of the order will be provided

From: Reggora, Inc. <receipts+acct_1cr4r0gxdzrtm7tt@stripe.com> Date: Thu, Jan 25, 2024 at 8:53 AM Subject: Your Reggora, Inc. receipt [#1134-5399] To:</receipts+acct_1cr4r0gxdzrtm7tt@stripe.com>
Receipt from Reggora, Inc.
Receipt #1134-5399
AMOUNT PAID DATE PAID PAYMENT METHOD Jan 25, 2024, 1:52:48 PM
SUMMARY
Description: Appraisal Fee Property Address:
Lender
Borrower: Lender Employee
Cardholder:
Amount charged
If you have any questions, contact us at support@reggora.com or call at +1 888-857-9598 .



Broker Payment

IMPORTANT: If choosing Broker Payment, it cannot be with the Borrower's Credit Card Information. If using the Borrower's Credit Card, choose <u>Internal Payment</u>

STEP 1

Scroll down to Order Details and click on Payment, then click on Create Payment

pprove Pending	order Decline Pend	ding Order						
Order Details	🗅 Loan Details	❷ eVault Documents	🖾 Payment					
Tot	tal Due: \$765.00	То	al Paid: \$0.00	Total Refund	ded: \$0.00	Total S	ent: \$0.00	Download Payment Summar
⁹ ayments Re Payer	eccived Amount	Refunds	Errors Sent	Captured	Paid R	eceipt		
/endor Payo	uts							
Vendor	Payment Typ	e Status	Gross Amount	Processing Fee	Net Amount	Created	Date To Be Sent	

STEP 2

- Confirm the Amount
- Under Payment type, select on Pay with Credit Card
- Under Corporate Card, select +Use New Card
- Click Submit

Creating Payment	×
Amount	0
Payment Type	~
Pay with Credit Card	*
Corporate Card	
+ Use New Card	
	Submit



A new tab will appear where you can enter the credit card payment information, then select Submit Payment

Cardholder First Nar John	me	Cardholde Smith	er Last Name	Cardh email@	older Email @example.com	
Card Number 1234 1234 1234 1234		Expiration MM / YY	Date	CVC cvc		
Billing Street 123 Main St.	Billing (Boston	City	Billing State MA		Billing Zip 12345	

STEP 4

You will receive confirmation of payment submitted

	Ø Your payment has been processed. × × ↓
Success your payment was approved	
Thank you for your payment. You will receive a confirmation email for your records shortly.	



Internal Payment (Pay with Borrower Credit Card)

Total Sent: \$0.00	Download Payment Sum
	Create Par

STEP 2

- Confirm the Amount
- Under Payment type, select on Pay with Credit Card
- Under Corporate Card, select +Use New Card
- Click Submit

Creating Payment	×
Amount 565	0
Payment Type	
Pay with Credit Card	*
Corporate Card	
select the card for payment	
+ Use New Card	



A new tab will appear where you can enter the credit card payment information, then select Submit Payment

Cardholder First Nan John	ne	Cardholde Smith	er Last Name	Cardh email(nolder Email @example.com
Card Number 1234 1234 1234 1234		Expiration MM / YY	Date	CVC cvc	
Billing Street 123 Main St.	Billing Boston	City	Billing State MA		Billing Zip 12345

STEP 4

You will receive confirmation of payment submitted

	✓ Your payment has been processed. ×
Success your payment was approved	
Thank you for your payment. You will receive a confirmation email for your records shortly.	



Adding Contact Person

This is the person who will provide entry to the property.

- If it is the borrower, **click on the** *STAR* above the Borrower's name.
- If it will be someone other than the borrower, enter their information under "**Provide New Contact**" and click "**Create**"

Alice Firstimer Borrower SSN Uploaded	This is the person who will provide entry to the property. If it is the borrower, click on the <i>STAR</i> where the Borrower is listed. If it will be someone other than the borrower, enter their information under "Provide New Contact" and click "Create"	First Name Last Name Role Email Work Phone Home Phone Cell Phone	Mr Realtor Reorower Coborrower Buyer Broker Listing Broker Other
---	---	--	--

Adding Comments

Scroll past Order Details to enter comments related to the order, this can be anything like lock box codes, gate codes, beware of dogs, etc. **Payment must be completed before comments can be entered*

Order Details tatus: ue Date: vedr Type: roduct Names: orrower Payment Option: roduct Res	Internal Notes Internal Notes is a place to store informati Create a new note Manage Message Templates	tion on a file internally as a team. This is not shared with appraisers.
anch Name: signed: : Order Timeline		Filters: Statuses Remindes
	Appraisal Ordered isn 10th 2024 07:41 sm Payment Collected Ism 30th 2024 07:42 sm	
This	Enter information here and click Send will go to the our internal appraisal desk and the AMC to provide to the appraiser.	You - 01/30/2024 11:05 Thank you for the updat



Adding Supporting Documents

PLEASE NOTE: For purchase transactions, you must upload a copy of the purchase agreement in the eVault for delivery to the appraiser. See instructions within the <u>eVault Documents</u> of this guide.

Email Communication

The following actions will take place after you create the order: **The borrower** will receive a request for payment, you will be cc'd on this request.



The Broker will receive confirmation of the order with link to access order status and other information.





Borrower's Experience

To assist the borrower with the borrower's experience, we have created an <u>Appraisal Order Job Aid for Borrowers</u>. Within this job aid, we provide instructions on paying for the appraisal and appraisal delivery.

Appraisal Delivery

The appraisal will automatically be delivered to the borrower 24 hours after it has been received.

Once the appraisal has been delivered, a Delivery Status button will appear on the Contact Card. Once you click on it, you will see the status of the Appraisal Delivery to the Borrower.

ending Approval		ment	@) Finding Appraisers		🕢 Acce
Test LO	Nations Direct		Edit	*	Edit	
Loan Officer	Mortgage AMC Test					
	Account #1	Borrower		Coborrower		
Drofile	W					Create New Contact
Profile	W:					Create New Concel

If the borrower denies electronic consent, it will appear here, and the appraisal will need to be physically mailed to the borrower. NDM will follow current procedures in providing the appraisal to the borrower physically.

If the borrower does not download the appraisal within 72 hours of being sent, a warning will be provided to ensure we process delivery of the appraisal in a timely manner.

Mailed by :	Not Provided
Mailed Date :	Not Provided
Submission Downloaded :	Not Provided
Electronic Consent Accepted :	Not Provided
Denied Electronic Consent :	Not Provided
E-submission Sent :	November 20, 2023 4:43 PM
elivery of Submission 1	Download Pt



Revision Request

STEP 1

If you need to request a Revision, once the appraisal is delivered there will be a Revision Option within the Appraisal Order section. Click on **Request Revision**.

Order Details	D Loan Details Ø eVault Documents	B Submissions ERvisions ERvision Rayment O Team Conversation	
			Request Reconsideration Of Value Request Revision
Resolved	Revision Request	Contents Preview	
		ß	

STEP 2

Enter the details needed for the revision.

Revision		×
ible Party: 🛈		h
ser		•
	Cancel	٦
	Cancel	ate

Any revision request should be partnered with the uploaded document that explains the revision (i.e., purchase agreement addendum).

Refer to the <u>eVault Documents</u> section on where to upload the documents.

STEP 3

Will show Revision added to Status Bar

Test LO Loan Officer testio@myndm.com Profile	Nations Direct Mortgage AMC Test Account #1 Appraiser W: (949) 270-7979 nationstestanc1@reggora .com	Edit Spencer Cosgrove Borrowar scosgrove + test@regoors. com	Edit Spencer Coborrower Coborrower scosgrove@reggora.com	Create New Conte



Reconsideration of Value

STEP 1

If you need to request a Reconsideration of Value, once the appraisal is delivered there will be a Revision Option within the Appraisal Order section. Click on **Reconsideration of Value**.

Reconsideration Of Value Request Revision	Request Re	D learn Conversion	ED reyme	D Submissions	evault Documents	Lo Loan Details	 Order Details 	
<u>6</u>		Contents Preview			Revision Request	,	Resolved	
Mark Resolved	-	Support			Туро		Туро	0
Ma		Support			Туро	,	0	

STEP 2

Enter the details needed for the Reconsideration of Value, including the comps you would like to provide. There is no limit to the number of comps you can provide, but it is recommended that you provide at least 3.

Reconsideration Of Value			×
Resson for Reconsideration of Value Reasoning			4
comp #1 X +Add Comp			
Property Address			
Address	-		
City			Σp
City	State		Zp
Sales Price		Date of Sale	
Sales Price		Date of Sale	
Reported Heated Sq. Footage	Reported Actual Age		Reported Site Size
Sq. Footage	Actual Age		Ste Sce.
Source of Data			
Source of Data			
APN/MLS#			
APN/MIS#			
Additional Comments/Data			
Additional Comments/Data.			4
			Cancel

It PLEASE NOTE: You must ADD all of the comps BEFORE clicking on the Create button. Once you click Create, the order will be sent for review and you will no longer have access to make updates.



Navigating the Reggora Interface

To access Reggora, you will always log into Loan Manager, go to the loan within the Pipeline, and click on Appraisal Order.

Appraisal Tracker

Submit Loan		Reggora Lender Nations Direct Mortgage	Д <u>Д</u>
Generate Disclosures	:=	Orders / Loan #	
Disclosure Tracking	۲	# 1234 Test St, MODESTO, CA 95355 (Stanislaus County)	Þ
Documents	1		
left Conditions		Vending Approval Waiting for Payme S Finding Appraisers 4 Accepted S Inspection Schedu G Inspection Comple	7) Under Review — (8) Submitted
Doc Order			
Appraisal Order		Alice Firstimer Borrower	
Lock Extension Request		(SIN Uploaded)	

- **Pending Approval:** The loan file data does not have Intent to Proceed "ITP" or FHA Case Number, if applicable. The order will not advance until the requirements have been met. Once updated within the Loan Operating System (LOS), the Reggora system will be updated accordingly.
 - **Note:** The Broker may pay for the appraisal prior to ITP, but it must be paid by the Broker's credit card as this information will be tracked to ensure the borrower has not incurred a fee prior to ITP.
- **Waiting for Payment:** The order will move to Waiting for Payment once the payment link has been sent to the borrower. The order will stay in Waiting for Payment until the borrower pays.
- **Finding Appraisers:** The order has been sent to an AMC and is awaiting acceptance.
- Accepted: An AMC has accepted the order.
- **Inspection Scheduled:** The AMC has input the inspection date and time. *Quick Tip: On the Orders Page, hover over the Inspection Scheduled status to see the inspection date and time.*
- Inspection Completed: The AMC has marked the inspection as complete.
- Under Review: The appraisal has been uploaded and being reviewed by NDM.
- **Submitted:** The appraisal report has been uploaded by the AMC.
- **Revision Requested:** A revision has been requested but not yet complete.
- **Revision Submitted:** The requested revision has been submitted once the revision is approved, the order status will move back to Under Review or Submitted.



Order Details

As you scroll down the screen within the Appraisal Order, you will find the Order Details. This will include specific information related to the order such as the Status, Due Date, if it was ordered as a Rush, what product was ordered, total fees, and the form that is expected.

Generate Disclosures	☐ Order Details ☐ Loan Details ② eVault Documents ③ Team Conversation
Disclosure Tracking	Order Details
Documents	Status: Waiting for Payment Due Date: 11/25/2023
& Conditions	Order Type: Rush Product Names: Uniform Residential Appraisal (1004)
Doc Order	Borrower Payment Option: Send Payment Link to Borrower Before Ordering
Appraisal Order	Order Fee: \$600.00 Additional Fee: \$100.00 - Rush Fee
Lock Extension Request	Assigned: 1004 TB R TA

Loan Details

The second tab is the Loan Details section which will include the Loan Purpose, Loan Type, Purchase Price, Estimated Value, Number of Units, Occupancy, Contact Name information for Processor, Loan Officer, and the date the Order was Created.

Generate Disclosures	a Order Details	⊘ eVault Documents	Team Conversation	
Disclosure Tracking				
Documents	Loan Details		:= Important Dates	
A	Loan Purpose:	Purchase	P&S Commitment Date:	
Seconditions	Loan Type:	Conventional	Date Created:	11/21/2023
	Purchase Price:	\$120000.00		
Doc Order	Estimated Value:	\$120000.00		
	Subject Property Number Units:	1		
Appraisal Order	Occupancy (P/S/I):	PrimaryResidence		
, ippraidar dradi	Processor:			
Lock Extension Request	Loan Officer:			

eVault Documents

The third tab is the eVault Documents which is where you will upload the Purchase Contract and any other supporting documentation that is necessary for the appraiser to complete the appraisal.

Generate Disclosures Disclosure Tracking	I Order Details Loan Details	
	P&S Contract:	- 11
🍄 Conditions	Drop files here or dick to upload	- 1
Doc Order	No files have been uploaded yet. Click the button above to share files with this appraisal firm.	
Appraisal Order		- 1
Lock Extension Request	© 2023 Reggora Inc. Powered b	oy Reggora



Team Conversation

The information entered here will be available for all assigned users except the AMC. This is where you can enter information related to the appraisal that you want others to know.

Submit Loan		
Generate Disclosures	Order Details □ Loan Details ⊙ eVault Documents ☐ Team Conversation	
Disclosure Tracking	R	
Documents		You - 11/21/2023 4:05 pm
🖑 Conditions		Sending a lest Note
Doc Order		Send
Appraisal Order		
Lock Extension Request	© 2023 Reggora Inc.	Powered by Reggora

Order Timeline

This will give a timeline of the activities that have taken place with a Date and Time Stamp.

🕗 Dual AUS / Order Credit	I≡ Order Timeline
Submit Loan	Filters: Statuses Reminders
Generate Disclosures	Appraisal Ordered
Disclosure Tracking	Nov 21st 2023 02:01 pm
Documents	Pending Order Approved
🍄 Conditions	Nov 21st 2023 02:01 pm
Doc Order	
Appraisal Order	Type in the box below and click Send' to send a message.
Lock Extension Request	

Orders

To view all the orders in your pipeline, click on the isoton in the upper left-hand side of the Reggora Interface contained within Loan Manager.





This will show a list of orders in your pipeline including when it was ordered, when it was due and the current status. In addition, there are filters on the left-hand side to help you manage the most time-sensitive information. *Please note: If you flag a loan, it will be flagged for everyone – not just you.*

Reggora Lender Nations Direct Mortgage							டி L t	estae@myndm.com	
Default Filters	Default Filters Search by Borrower, Co-Borrower, Address, City, State, Zip Code or Order ID							Q 1 Order	rs: Last 6 Months ▼
Unread Messages No P&S Contracts 1		Order ID	Address	Products T ~	Ordered 🗢	Due Date 🗢	Alerts	Status 🕇 ~	CU Scores T ~
Flagged Custom Filters	Rush	Pa 📃	1234 Test St, MODESTO, CA Alice Firstimer	Uniform Residential	11/21/2023	11/25/2023		Waiting for Payment	
Rush 1 On Hold	« Prev	1 Next »							
Behind Schedule Due Soon ACTION - Requires Att ACTION - Requires An									• •
	Reggora Lender	Reggora Lender Nations Dire Default Filters Search by Unread Messages Image: Contracts No PedS Contracts Image: Contracts Flagged Image: Contracts Custom Filters Image: Contracts Rush Image: Contracts On Hold Image: Contracts Behind Schedule Image: Contracts Due Soon ACTION - Requires Att ACTION - Requires Ap Image: Contracts	Reggora Lender Nations Direct Mortgage Default Filters Search by Borrower, Co-Borrower, Co	Reggora Lender Nations Direct Mortgage Default Filters Search by Borrower, Co-Borrower, Address, City, State, Zip Code Order ID <lu> Address Paged 1234 Test St, MODESTO, CA Alice Firstimer Rush On Hold Behind Schedule Due Soon ACTION - Requires Att ACTION - Requires Att </lu>	Reggora Lender Nations Direct Mortgage Default Filters Search by Borrower, Co-Borrower, Address, City, State, Zip Code or Order ID Unread Messages Search by Borrower, Co-Borrower, Address, City, State, Zip Code or Order ID Unread Messages Products T ~ No Regord 1234 Test St, MODESTO, CA Uniform Rush On Hold Prev Next Behind Schedule Prev Next The state Action - Requires Att Action - Requires Att Action - Requires Att	Reggora Lender Nations Direct Mortgage Default Filters Search by Borrower, Co-Borrower, Address, City, State, Zip Code or Order ID Unread Messages No Reds Contracts Search by Borrower, Co-Borrower, Address, City, State, Zip Code or Order ID Unread Messages No Reds Contracts Products T Order ID Address Custom Filters 1234 Test St, MODESTO, CA Uniform Alice Firstimer Uniform Residential Uniform Alice Firstimer Rush On Hold Behind Schedule Due Soon ACTION - Requires Att ACTION - Requires Att Vert Next	Reggora Lender Nations Direct Mortgage Default Filters Search by Borrower, Co-Borrower, Address, City, State, Zip Code or Order ID Unread Messages No P&S Contracts Search by Borrower, Co-Borrower, Address Products T ~ Ordered + Due Date + Custom Filters 1234 Test St, MODESTO, CA Alice Firstimer Uniform Residential 11/21/2023 11/25/2023 Rush On Hold Behind Schedule Due Soon ACTION - Requires Att Prev Next >	Reggora Lender Nations Direct Mortgage Default Filters	Reggora Lender Nations Direct Mortgage Default Filters Unread Messages No RoS Contracts Ragged Custom Filters Rush On Hold Behind Schedule Doe Soon ACTION - Requires Att Action Products Table No Hold Behind Schedule Doe Soon Action P. Requires Att Action P. Requires Att Action P. Requires Att Address Content

Version Control

Date	Version	Section Updated	Approved By
12/11/2023	1.0	Creation of Job Aid	Michael Clary
03/14/2024	2.0	- Added Step 7 and Step 8 to <u>Creating the Appraisal Order</u>	Michael Clary
		- Added <u>Payment Options</u>	
		- Updated information within <u>Borrower's Experience</u> to include	
		link to Appraisal Order Job Aid for Borrowers	
		- Added a note for <u>Reconsideration of Value</u> to ensure the lender	
		knows to add all comps before hitting the "Create" button	
03/25/2024	3.0	Added note related to appraisal orders for departing residence	Michael Clary
		under <u>Creating the Appraisal Order</u>	